



Office of the Managing Director



October 10, 2022

Ref: 1<sup>st</sup> Quarter Procurement Report, 2022

Hon. Jargbe Roseline Nagbe Kowo (Atty).  
**CHIEF EXECUTIVE OFFICER**  
Public Procurement & Concessions Commission  
Executive Mansion Grounds  
Capitol Hill  
Monrovia, Liberia

Received:  
Theophilus Kollie  
October 20, 2022  
Time: 1:02 pm

Dear Madam Executive Director:

The Procurement Committee (PC) of the National Transit Authority herewith submits to your office its *1<sup>st</sup> Quarter Procurement Report* for Fiscal Year 2022.

This report summarizes the procurement activities implemented at the *National Transit Authority (NTA)* for the 1<sup>st</sup> quarter (January 01, 2022 to March 31, 2022) of the Fiscal Year 2022.

Kind Regards.

Sincerely yours

*Hon. Herbie T. McCauley*  
**Managing Director/Head of Procurement Committee**

**REPUBLIC OF LIBERIA**

*NATIONAL TRANSIT AUTHORITY  
JAPANESE FREEWAY, GARDNERSVILLE,  
MONROVIA, LIBERIA*



Quarterly Procurement Report  
FISCAL YEAR 2022

For the 1<sup>st</sup> quarter, quarterly report (January-March, 2022)

Date of Submission: October 10, 2022

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## 1.0 Introduction and Summary

In keeping with Sections 27(g) and 43(9), of the Amended and Restated Public Procurement and Concession Act which requires each Procuring Entity to submit quarterly report to the Commission, I am pleased to submit the Procurement Report for *1<sup>st</sup> Quarter, FY2022*, for your review and consideration.

During the period under review, *the National Transit Authority (NTA)* has completed the implementation of *One Contract Package* out of the *total number of twenty-six (26) planned* contract packages within our approved procurement plan for the period under review.

Out of the total procurement implemented thus far, the total of contract packages to acquire through the various procurement methods are as follows: Non-SBA Procurement, NCB (8), RB (1) and RFQ (6), SBA-Procurement, NCB (4), RB (1) and RFQ (5) and Legal Consultant Service (1).

## 2.0 Challenges

*Some challenges and constraints encountered during the course of the quarter while implementing planned procurement activities were undue influences from the Senior Management team. Additionally, Other Includes:*

- 1.Immobility to adequately execute planned procurement activities, which most of the time pose an impediment to the timely completion of assigned tasks;*
- 2.Incomplete/limited specifications from End-User departments; and*
- 3.Delay in getting allotments form the Ministry of Finance and Development Planning (MFDP) to implement timely planned Procurement activities.*

## 3.0 Recommendations

*It is hope that the SeniorManament Team will provide a **utility vehicle** to the Procurement Unit to promptly execute timely completion of planned procurement tasks.*

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## Annex A: Summary Table

<b>General Information</b>
<i>National Transit Authority</i>
Quarterly Procurement Report
<i>1<sup>st</sup> Quarter, Fiscal Year 2022</i>

## SUMMARY OF PROCUREMENTS IN PROGRESS, PROCUREMENTS COMPLETED & CONTRACTS SIGNED

SPECIFIC INFORMATION																	
Item No.	Package Code	Contract Package Description	Procurement Method	Source of Funding	Date of Advertisement/Bids Invitation	Date of Closing of Bids Submission	Number of Bids Received	Date of Transmission of Contract Award Notice by PC	Actual Contract Value	Name of Supplier/Contractor/Consultant/Service Provider	Supplier/Contractor/Consultant/Service Provider PPC Status	Business Legal Owner	Business Beneficiary Owner	Date Contract Signed	Date of Delivery/Inspection	Proposed Contract Completion Date	Contract progress Status (Amount Paid)
1.	IFBNO: NTA/SBA /RB/001/2022	Petroleum Product & [Fuel Gasoline]	Restrictive Bidding	GOL	N/A	March 08,2022	2	March 24,2022	\$1,737,170.56	Super Petroleum Company (SP)	Valid	Mr. A. Karim Kanneth	Mr. A. Kari m Kanneth	May 18, 2022	n/a	Dec. 31,2022	\$166,000.00
2.	IFB No. NTA/SS /001/2022	Petroleum Product & [Fuel Gasoline]	Single Source	GOL	N/A		1	January,2022	\$81,130.00	Super Petroleum Company	Valid	Mr. A. Karim Kanneth	Mr. A. Kari m Kanneth		n/a	March, 2022	\$ 81,130.00
3.	IFB No. NTA/SS /2022	Petroleum Product & [Fuel Gasoline]	Single Source	GOL	N/A	N/A	1	March,2022	\$51,000.00	Super Petroleum Company	Valid	Mr. A. Karim Kanneth	Mr. A. Kari m Kanneth		n/a	May, 2022	\$51,000.00

Prepared by: Francis K. McGill  
Procurement Manager

Date: 17/10/2022

Approved by:  Date: \_\_\_\_\_

*Herbie T. McCauley*

*Managing Director/ Chairman Procurement Committee*

Date: 17.10.22

**Annex B: Copies of the quarterly actualized procurement plans**

*All documents for the reporting period (January-March, 2022) were gutted by fire, therefore there is none available to be attached.*

**Annex C: Copies of notice of award**

*All documents for the reporting period (January-March, 2022) were gutted by fire, therefore there is none available to be attached.*

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